

SUSTAINABLE BURBANK TASK FORCE
May 17, 2010 MINUTES

I. CALL TO ORDER:

The meeting of the Sustainable Burbank Task Force was held in the Burbank Police Department Meeting Room, 200 North Third Street, on the above date. Mr. Jef Vander Borcht, Chair, called the meeting to order at 4:38 p.m.

II. ROLL CALL:

Members Present:

Dr. Jan Britz
Nicholas de Wolff
Geoffrey Folsom
Mark Hardyment
Wendy James
Dr. Maureen Kellen-Taylor
Cynthia La Camera
Lisa Rawlins (Vice Chair)
James Smith
Jef Vander Borcht (Chair)

Members Absent:

Jeff Catalano
Emily Gabel-Luddy
Ken Lewis
Sharon Springer
Youth Board Representative

Council Members and Staff Present:

Dave Golonski – Council Member, City Council
Anja Reinke – Council Member, City Council
Bonnie Teafor – Public Works Director, Public Works
Sherry Richardson - Administrative Officer, Public Works
Jeanette Meyer – Marketing Manager, BWP
Kreigh Hampel – Recycling Coordinator, Public Works
John Molinar – Assistant Public Works Dir., Street & Sanitation, Public Works
Jan Bartolo – Deputy Director, PR&CS
Glen Miller – Forestry Services Manager, PR&CS
Tracy Steinkruger – Senior Planner, CDD
Maribel Leyland – Senior Project Development Manager, CDD
Ruth Davidson-Guerra – Assistant Community Development Dir., Housing & Redevelopment, CDD
Jack Lynch – Deputy Housing & Redevelopment Manager, CDD
Keith Sterling – Public Information Officer, City Manager Department
Mary Riley – Sr. Assistant City Attorney, City Attorney's Office
Jacqui Batayneh – Recording Secretary, Public Works

III. ORAL COMMUNICATIONS:

(Limited to items on the printed agenda or items regarding the business of the Sustainable Burbank Task Force. The Task Force has adopted rules to limit oral communications to 2 minutes; however, the Task Force reserves the right to extend this time period.)

A. Public: None

B. Task Force Members: None

C. Staff Communication:

Jeanette Meyer, Marketing Manager, BWP, announced that on Tuesday, May 25, 2010, the Retrofit Upon Resale Senate Bill 407 will go back to Council with four options for plumbing fixtures upgrades. Ms. Meyer stated that staff recommends Council adopt a Retrofit Upon Resale Ordinance with 2010 California plumbing code requirements. Ms. Meyer encouraged Task Force members to attend the Council meeting in support of the Retrofit Upon Resale recommendation. The Task Force engaged in a brief discussion.

Mr. Golonski announced that there are two discussion paper items pertaining to trees that will be presented to Council on Thursday, May 27, 2010, at 5:00 p.m.

Tracy Steinkruger, Senior Planner, CDD, reported that the update to the Bicycle Master Plan received the Best Practice for Planning Excellence award from the Los Angeles Chapter of the American Planning Association.

Mary Riley, Senior Assistant City Attorney, reported that a Los Angeles County Superior Court judge rejected Manhattan Beach's plastic bag ban and ruled that the city had to complete an Environmental Impact Report (EIR). The California Supreme Court has agreed to hear the City of Manhattan Beach's case for banning plastic bags, which has been challenged by a group of plastic bag manufacturers.

Kreigh Hampel, Recycling Coordinator, Public Works, announced that a green business workshop, "Writing Green Contracts", will take place in the Community Services Building on Wednesday, May 26, 2010, at 6:30 p.m. The workshop is part of the green business series partnership between the Burbank Green Alliance, Burbank Community Development Department, and the Burbank Chamber of Commerce.

V. **APPROVAL OF MINUTES:**

Ms. Rawlins moved and Mr. Hardyment seconded to approve the minutes from the April 19, 2010 meeting with one correction. Dr. Kellen-Taylor asked that the Zero Waste Subcommittee report, page 5, item E, be revised to reflect the City's already existing California Product Stewardship Council (CPSC) membership and include that the Zero Waste Subcommittee will report regularly to the Task Force and Council with updates on the continuing activities of the CPSC. The motion was approved by all present.

VI. **LAKE ALAMEDA LANDSCAPED ACCESS PATH UPDATE:**

Maribel Leyland, Senior Project Development Manager, CDD, gave a brief update on the Lake Alameda Landscaped Access Path located along the Los Angeles County flood control channel right-of-way from Alameda Avenue to Victory Boulevard. The City has a use agreement in place with Los Angeles County that was approved by Council in February 2007. The total estimate for the project is approximately \$1.6 to \$1.7 million and the costs will be split between the City of Burbank's Community Development Block Grant funding and funds from Los Angeles County. The plans and specifications for the access path were formalized and approved in February 2009, and the construction for the improvements on both sides of the channel will be administered by the County. The County is expected to have a pre-bid meeting in mid-July 2010, and a bid opening at the beginning of August 2010. Ms. Leyland stated that if the County stays on schedule, the bid should be awarded sometime in the early fall of 2010. The Task Force asked questions of staff and engaged in discussion after the presentation. Mr. James asked if there is a trail usage policy for hikers,

bikers, and equestrian in the City of Burbank. Ms. Steinkruger stated that such a policy could be addressed in the City's planning documents that are being prepared.

VII. TREE PRESENTATION:

Jan Bartolo, Deputy Director, PR&CS, introduced Glen Williams, Forestry Services Manager, PR&CS, and gave a presentation on the care and management of the City's street trees. The Street Tree Resource Analysis Tool for Urban Forest Managers (STRATUM) presentation is attached as part of these minutes. The PR&CS free street tree program plants approximately 150 new street trees each year and has an effective forestry management system in place to maintain accurate inventory data specific to trees. There are currently over 180 distinct tree species growing in the parks and streets of Burbank. Ms. Bartolo's presentation included tree species richness and composition, relative age distribution of trees, annual public tree benefits, public tree expenditures, net annual public tree benefits, tree population composition, tree importance values, tree condition ratings, street tree canopy coverage, and the five benefits of trees: 1) saving energy, 2) decreasing atmospheric CO₂, 3) improving air quality, 4) reducing storm water runoff, and 5) increasing aesthetic benefits. The Task Force asked questions of staff and engaged in discussion following the presentation.

VIII. SUBCOMMITTEE REPORTS AND PRIORITIES DISCUSSION:

Mr. Vander Borcht reported that the Task Force is scheduled to present recommendations to the City Council on June 8, 2010, and suggested that the Task Force review the draft of the 2010-2011 priorities, which were provided as Attachment 3 of the meeting agenda. Mr. de Wolff commented that transportation and mobility should have been included as a top priority. Ms. Teaford explained that she had summarized the information that had been presented by the subcommittees at the previous meeting.

Mr. Golonski reported on behalf of the Water Subcommittee, that the Subcommittee recommends focusing on storm water capture since BWP already focuses on water conservation.

Ms. Rawlins, on behalf of the Public Outreach Subcommittee, reported that the survey, "Are You Green?," has been posted on the website in order to increase public awareness. Keith Sterling, Public Information Officer, reported that 35 responses have been received so far. The survey is being advertised through website email, television channel 6, newspapers, and library "green" pages. The City's public information office is hoping to work with BWP to create a survey link on the bill pay section of their webpage. Mr. Sterling gave a brief overview of some of the survey responses. Ms. Rawlins stated that the timeframe for the survey has been extended. Ms. James suggested setting up one or two computers in a booth at the Burbank farmer's market to encourage participation. The Task Force asked questions of staff and engaged in discussion. Ms. Teaford and staff will look into the logistics regarding efforts to gather more survey responses.

Mr. de Wolff suggested incorporating urban mobility and alternative transportation modes as a foundational element in all sustainability initiatives.

The Task Force continued reviewing and discussing the priority recommendations.

Ms. James motioned and Mr. de Wolff seconded, to accept the draft Sustainable Burbank Task Force priorities and convene the subcommittee chairs to prepare a presentation for the June 8, 2010 City Council meeting. The motion was approved by all present.

IX. PROPOSED RESOLUTION SUPPORTING EXTENDED PRODUCER RESPONSIBILITY:

Dr. Kellen-Taylor, on behalf of the Zero Waste Subcommittee, would like the Task Force to approve a proposed resolution supporting extended producer responsibility. Mr. Hampel informed the Task Force that the proposed resolution, which was provided as Attachment 2 of the meeting agenda, was further revised during a recently held Zero Waste Subcommittee meeting, resulting in several changes. Mr. Vander Borcht asked the Subcommittee to update the Task Force regarding the additional changes made to the resolution. Dr. Kellen-Taylor stated that the most recent language revisions to the resolution clarify the implementation points of the zero waste strategic plan. It was agreed that the updated draft resolution will be brought back to the Task Force at its June meeting.

X. ADJOURNMENT:

Less than a quorum adjourned the meeting at 6:35 p.m. The next regularly scheduled meeting will be held on Monday, June 21, 2010, at 4:30 p.m. at the Burbank Police Department Community Room, 200 North Third Street.

Respectfully submitted,

Bonnie Teafora, Public Works Director
BT: jb

*Attachments:

STRATUM Tree Presentation